



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, RED CLOUD AND AREA I
UNIT # 15707
APO AP 96258-5707

REPLY TO
ATTENTION OF:

Policy Letter #1-19

IMRD-ZA

08 MAR. 2016.

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Unauthorized Use of Official Non-Tactical Vehicle (NTV)

1. PURPOSE: To provide guidelines related to proper use of NTVs, and to outline the consequences of improper use.

2. REFERENCE:

a. Army regulation (AR) 58-1, Management Acquisition, and Use of Motor Vehicles, 12 July 2014.

b. AR 600-55, The Army Driver and Standardization program, 18 June 2007.

c. AR 190-5, Motor Vehicle Traffic Supervision, 22 May 2006.

d. EUSA Regulation 58-1, Management and Use of Non-tactical Vehicles, 1 March 2010.

e. United States Forces Korea (USFK) regulation 190-1, Motor Vehicle Traffic Supervision, 1 March 2010.

3. POLICY:

a. The use of Army NTV is restricted to official purposes only. Official purposes may include command-directed events such as public ceremonies, military field demonstrations, parades directly related to official activities, changes of command, promotions, retirements, unit activations/deactivations, hail and farewells, and community relation program in support of the USFK Good Neighbor Program.

b. The Garrison Commander will make the determination whether commercial transportation is adequate, whether appropriate conditions for the incidental use apply and will determine if other transportation means cannot meet mission requirements in a responsive manner on a case by case basis when using NTVs in support for trips between domiciles or places of employment and commercial or military terminals only. Case by case basis may include NTV usage between 2200 to 0500 hours when commercial or military terminals do not provide adequate transportation to meet mission requirements.

c. Unofficial use of NTVs is strictly prohibited. Unofficial use includes transportation: from home-to-work and vice versa (unless authorized by DA); to private social functions, for personal errands or side trips for unofficial purposes; for dependents or visitors without an accompanying official; or support of non-DOD activities (unless specifically approved under the provisions of Army Regulations). Government vehicles must not be used for transportation to or be parked at commissaries, post exchanges (including all concessions), bowling alleys, restaurants, clubs, or any non-appropriated fund activity unless personnel using the vehicles are on official Government business.

4. CONSEQUENCES FOR UNAUTHORIZED USE WHILE ON POST:

a. First Offense:

(1) Vehicle returned to TMP and unit notified of the offense.

(2) Commander or Civilian Equivalent Supervisor directs corrective action and remedial training for the offender.

b. Second Offense:

(1) Vehicle returned to TMP for a period of fourteen (14) days and unit notified of the offense.

(2) Commander's or Civilian Equivalent's next higher Supervisor (4(a-2) directs corrective action and remedial training for the offender.

c. Third Offense:

(1) Vehicle returned to TMP for a period of ninety (90) days and unit notified of the offense.

(2) Offender's TMP license suspended for a period of ninety (90) days.

(3) Unit and/or Directorate prohibited from dispatching any additional vehicles for a period of ninety (90) days.

5. CONSEQUENCES FOR UNAUTHORIZED USE WHILE OFF POST:

a. First Offense:

(1) Investigation initiated, and vehicle returned to TMP during investigation.

(2) If investigation substantiates that the vehicle has been used in an unauthorized manner, the Commander's or Civilian Equivalent's next higher Supervisor (4(a-2) directs corrective action and remedial training for the offender.

(3) If the investigation does not substantiate unauthorized use, the vehicle will be returned to the unit.

b. Second Offense:

(1) Investigation initiated, and vehicle returned to TMP during investigation.

(2) Vehicle retained at the TMP for a period of thirty (30) days after completion of substantiated investigation.

(3) The Commander's or Civilian Equivalent's next higher Supervisor (4(a-2)) directs corrective action and remedial training for the offender.

(4) If the investigation does not substantiate unauthorized use, the vehicle will be returned to the unit.

c. Third Offense: Vehicle returned to the TMP indefinitely and no replacement vehicle will be authorized.

6. OPERATING VEHICLES IN AN UNSAFE/RECKLESS MANNER: A person who drives a vehicle in a willful or wanton disregard for the safety of persons or property, including driving under the influence, is guilty of reckless driving. An investigation will be conducted to determine the facts and the driver of the vehicle at the time of the incident. Investigation initiated, and vehicle returned to TMP during investigation. Substantiated proof of reckless driving will cause for immediate military license revocation and vehicle recall. All procedures will be in accordance with USFK Regulation 190-1. A reinstatement appeal can be sent to the Area I Garrison Commander for review, one year after date of offense.

7. Questions regarding whether specific NTV use is authorized should be directed to the Office of the Staff Judge Advocate.

8. Point of contact for this memorandum is the undersigned at 732-7844.


JOHN W. HAEFNER
COL, EN
Commanding